



# Missouri State<sup>™</sup>

U N I V E R S I T Y

## ***EPP BSED Committee Meeting Minutes***

January 19, 2018

### **I. Call to order**

Dr. Danielle Lillge called to order the regular meeting of the Bachelor of Science in Education Committee at 10:07 a.m. on January 19, 2018 in GLAS 350.

Present: Tamara Arthaud, Kim Dubree, Karen Engler, Steve Hinch, Andrew Homburg, Kurt Killion, Danielle Lillge, Carol Maples, Michelle Morgan, Gay Ragan, Gayle Runke, Gigi Saunders, James Sottile, and Tonia Tinsley.

Guests: Travis Marler and Ximena Uribe-Zarain

### **II. Approval of minutes from last meeting**

Minutes from December 8, 2017 meeting stand approved.

### **III. Updates**

1. EPPC: Dr. Danielle Lillge
  - a. Dr. Craig mentioned that there is a meeting scheduled to discuss the Counseled Out Form.
  - b. A draft of the EPP Organizational chart and a proposed bylaw change for subcommittee leadership term changes was sent to EPPC for review.
  - c. Dr. Craig requested volunteers for the CAEP Summer Writing Retreat in July. Volunteers will receive a stipend.
  - d. COE does not recommend students for certification until all required items in Taskstream are completed. Dr. Craig believes that this should be applied to all programs across the unit.
  - e. Dr. Hough attended a MABEP (Missouri Advisory Board for Education Preparation) meeting where a recommendation was made to eliminate the MEP and MoPTA effective fall 2018 or spring 2019. Recommendations are contingent on state board action. There is potential interest in replacing MoPTA with something that aligns with MEES or use edTPA.
  - f. APR data was discussed by Dr. Sottile.
2. Director of Secondary Education: Dr. Karen Engler
  - a. All programs need to update their EPP membership by sending a list to Vicki Kramer of those faculty teaching courses in the A and B sections of the matrices. All those faculty need to be in Digital Measures. Dr. Engler will send a reminder to Program Coordinators. This is part of the new EPP bylaw.
  - b. The EDC 150 curricular proposal is in process and should be presented at the February or March Screening Committee meeting.
  - c. All students in EDC 150 in fall 2017 completed every item in Taskstream and were admitted to Teacher Education.
  - d. Student teachers do not have fees deducted for access to Taylor Health and the recreation facilities because it is assumed they student teach out of the area. Students that student teach in the area and would like to have the fees deducted in order to have continued access may contact

#### **EDUCATOR PREPARATION PROVIDER**

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Shannon Holt at 417.836.4308 to request that deductions be made from their financial aid. Counseling is available to all students.

- e. CSD students took the MoCA at OTC in a room that had a partition that did not block out the noise of the lecture taking place simultaneously on the other side. Also, screen protectors on the computer monitors caused a visibility issue. Dr. Engler will follow up with Dr. Craig and report out at the February BSEd meeting.

Side note: Dr. Tinsley and Dr. Craig are meeting with Pearson via telephone conversation on January 25 to discuss approval of MSU as testing center for MCL students for MoCA.

3. Director of Certification, Field Experiences and Data Management: Kim Dubree
  - a. Applications for student teaching are due February 1 for fall 2018. Faculty can view the application and approve by clicking one button, or have the option to send the application to the student for revision, or do nothing. Certification will run a report of students that have been approved. Certification still plans to meet with advisors or coordinators. Applications should be accessible by February 1.
  - b. Access to the student teaching applications for program coordinators will also be available on February 1 under the Teaching and Advising tab. Kim Dubree will send an email with access instructions. This will replace approval in Taskstream.
  - c. All practicum placements will be in the same system beginning fall 2018. This will replace the Excel spreadsheet tracking that programs complete and send to the Field Experiences Office. The system will show all past practicum placements and will contain all students no matter who placed them.

#### **IV. Old Business**

1. SEC 302 and Taskstream Assessment Management
  - a. At the December BSEd Committee meeting it was voted to streamline the workload of the SEC 302 instructor by eliminating the cover sheets and resume. Dr. Hinch spoke to the matter stating that the syllabus has been revised and implemented for spring 2018.
    - i. Discussion regarding the alignment of artifacts to the standards and whether this is sufficient minus the coversheet. Travis Marler received several questions about alignment of standards in Taskstream. The committee agreed that students do not have to align to standards in Taskstream.
    - ii. The committee will revisit friendlier Taskstream alignment at the March meeting.
    - iii. As a point of information SEC 302 has increased attendance of 22% over maximum, increased from 90 students to 109 students.
2. AAT Clarification and Questions (survey data)
  - a. Dr. Craig has asked that the committee continue to document questions and concerns about the OTC AAT agreement. A draft of an internal document is being reviewed by leadership before wider distribution. Dr. Lillge projected a list of questions on the screen for the committee to review and revise before submitting to Dr. Craig. Additional questions and comments were added. Dr. Lillge will forward the final version to Dr. Craig.
3. February Advisory Committee Planning
  - a. Dr. Sottile, Travis Marler, and Dr. Ximena Uribe-Zarain brought Student Teaching Exit Survey data to the committee for review before sharing with our stakeholders at the February Advisory Council. There will be additional data to share as well. Ximena Uribe-Zarain presented a PowerPoint to explain the survey and the data. (Handouts were distributed.)
    - i. The unit-wide Exit Survey data is from fall 2017. The survey is the same as the DESE Exit Survey based on the standards.
      - A. Ratings and mean were consistent across the state.
      - B. Handouts contained results by standard. The exit survey also contained a section for comments which will be made available before Advisory Council meets.
      - C. There is a correlation between MSU and DESE exit survey results.
    - ii. Ximena will present the same PowerPoint at the February Advisory Council meeting and a chart will be provided demonstrating the correlation.

- iii. Program Coordinators have the ability to run the exit survey data by program. It can be saved in a report in Taskstream. A workshop will take place later this semester to train.
- iv. At the February committee business meeting Ximena and Travis will bring a representative crosswalk of all unit wide assessment data for one representative program to see if the committee would like to look at it more extensively.

## V. New Business

- 1. DESE APR Data: Dr. James Sottile
  - a. APR is done by certification area and not by program. If a student is certified in one area but takes the test to be certified in another area, both certifications would be counted.
  - b. There is a new “recency rule” that a student is considered a non-completer if they do not complete the program in two years. This rule hurts smaller programs. The recency rule goes into effect once the student has taken the MEP.
    - i. The committee discussed the challenges of the recency rule and non-completers. Dr. Sottile suggests that students be required to pass the MoCA before student teaching. Banner codes are an issue. DESE’s required minimum hours do not match up with MoCA testing sections. It is not clear whether a counseled out student or student that changes their major is counted as a non-completer. There needs to be changes at the state level. Dr. Andrew Homburg will inquire as to how to go forward to advocate for such change.

Dr. Danielle Lillge adjourned the meeting at 12:08 p.m.

Respectfully submitted by: Vicki Kramer